

Councillors you are duly summoned and members of the public are invited to attend the **Annual Meeting of Slyne with Hest Parish Council** on **Monday 20 May 2024 at 7:00** pm at The Memorial Hall for the purposes detailed in the following agenda.

AGENDA

	Agenda Items	Documents
1.	Appointment of the Chairperson	
2.	Appointment of the Vice Chairpersons	
3.	Apologies received from Cllr Sellers, Cllr Bateman,	
4.	Appointment of Representatives of committees and work groups <ul style="list-style-type: none"> i. Events ii. Budget Planning iii. Cemetery iv. Planning 	
5.	Annual Review of the following: <ul style="list-style-type: none"> i. Standing Orders ii. Banking Policy iii. Circulate the new guidelines for Financial Regulations due to be published before our meeting if they have arrived. iv. Meeting dates for 2024-2025 to be formalised 	
6.	Annual Audit & Year End Accounts <ul style="list-style-type: none"> i. Review of the year end accounts ii. Sign off forms ahead of submitting our AGAR to the external auditor 	
7.	Annual Precept & Budget <ul style="list-style-type: none"> i. Confirmation of the Precept for 2024-2025 was £69,550 ii. Confirmation of the budget for 2024-2025 <p style="text-align: center;">This concludes Annual Council Meeting requirements that precede the usual council business.</p>	Budget Report
9.	<u>Minutes</u> Chair to sign the minutes of the meeting held on <u>15 April 2024</u> as a true record	April Mins
10.	<u>Declarations of interest</u> To receive from members in respect of items on this agenda <i>(Members are reminded that it is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting)</i>	
11.	<u>Public Participation</u> Members of the public will be given the opportunity to speak, ask questions or raise matters of interest with regard to this agenda.	

12.	<p style="text-align: center;"><u>Reports</u></p> <p>To receive any report from the Lancaster City or Lancashire County Councillors, The Memorial Hall Committee or from the Community Emergency Committee.</p>	Verbal Reports						
13.	<p style="text-align: center;"><u>New Items for this month</u></p> <ul style="list-style-type: none"> a. Share any correspondence from residents <ul style="list-style-type: none"> i. Foreshore paths email b. Volunteer Policy – to allow volunteers to carry out work on behalf of the PC safely. c. Youth Council – discuss concepts for adding YP to the council as per the SLCC suggestions around engaging with the young people in our parish. d. Climate Action, working towards Net Zero e. To discuss rental prices for land rented to PC tenants at 5 Locations, including the Bowling Club and the Football Club. f. Envirocare. New prices for 2024-5. £796.50 per month. To include extra tidy-up mowing around the large boulders at the foreshore for safety reasons. g. The Foreshore, fences, litter, camper vans, the road and the parking areas. h. 100k in May – Morecambe Bay Partnership (Charity) i. Noticeboards – quote for a refresh £30 each j. Swing set painting & wooden equipment clean at The Rec quoted £190 k. Defib installation update 							
14.	<p style="text-align: center;"><u>Ongoing items & 5 Year Plan items</u></p> <p>To receive any updates regarding ongoing items and agree actions</p>	See List						
15.	<p style="text-align: center;"><u>Planning Applications</u></p> <p>i) To note that the following planning application(s) has been submitted to Lancaster City Council and circulated to members of the Council since the last meeting:</p> <table border="1" data-bbox="320 1503 1193 1760"> <tr> <td data-bbox="320 1503 756 1576">24/00446/FUL</td> <td data-bbox="756 1503 1193 1576">16 Coastal Road – Tiles/Door/Balcony</td> </tr> <tr> <td data-bbox="320 1576 756 1682">24/00457/FUL</td> <td data-bbox="756 1576 1193 1682">Slieve Na Mon - Extension, side & rear</td> </tr> <tr> <td data-bbox="320 1682 756 1760">24/00536/VCN</td> <td data-bbox="756 1682 1193 1760">19 Hanging Green Lane, amended application re roof materials</td> </tr> </table> <p>i) To note any planning applications received and circulated to members of the Council since publishing the agenda</p> <p>ii) To note those planning applications have been notified as approved/refused by Lancaster City Council since the last meeting</p>	24/00446/FUL	16 Coastal Road – Tiles/Door/Balcony	24/00457/FUL	Slieve Na Mon - Extension, side & rear	24/00536/VCN	19 Hanging Green Lane, amended application re roof materials	
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16.	<p style="text-align: center;"><u>Finance</u></p> <p>i) To note there have been £70.00 in May receipts.</p> <p>ii) To note the balance of the Reserve Bank account £81,936.03 and interest applied to the account £107.27 for April 2024.</p> <p>iii) To note any receipts since publishing the agenda (Live statement)</p> <p>iv) To approve the following payments:</p> <p>MAY 2024</p> <ul style="list-style-type: none"> • Defibrillator £1,452 • Councillors Allowance – Chairman £50 • Councillor Bateman £10 • Councillor Connor £10 • Councillor Cohen-Kingsley £10 • Councillor Campbell £10 • Councillor Sellers £10 • Parking Fees – Cllr Sellers £8 • Councillor Burrow £10 • Lancaster City Council – Cemetery Waste £180.62 • D Matthews £350 • Event costs £TBC • Go Daddy IT fees £143.86 • Go Daddy IT fees £23.96 <p><u>Regular Payments</u></p> <ul style="list-style-type: none"> • Bank Charges (April) £5.60 • Clerks Wages £1394.14 • Clerks printing (£9.99 pm) £9.99 • S Brade £287.20 • Clerks Mobile Phone £5.95 <p><u>Direct Debits</u></p> <ul style="list-style-type: none"> • Eon Next (MUGA) £58.55 • Envirocare £955.82 • Sky broadband £41.94 • HMRC £0.00 • Water Plus £52.10 • IT – website £30.36 • ICO (annual payment) £35.00 							

	<p>v) To approve any payments due since publishing the agenda</p> <p>vi) To approve retrospective payments included in list above</p> <p>vii) To receive, approve and sign month end balances</p> <p>viii) To note the bank balances at 10 May 2024 is £78,333.65 and £81,963.03 and authorise the Chair to counter-sign the bank statement.</p>	
17.	<p style="text-align: center;"><u>Open Spaces</u></p> <p>i) Regular inspection of our two playgrounds.</p> <p>ii) Use of the MUGA – relevant issues for May 24</p> <p>iii) Cemetery – working group verbal report to council, quote for groundwork</p> <p>iv) To discuss any report on the condition of any parish land</p>	Quote
18.	<p style="text-align: center;"><u>Biodiversity and Climate Matters</u></p> <p>Clerks report on creating opportunities to formulate action plans towards Climate and Biodiversity issues in the parish. How to measure your Carbon output and use the data to begin the journey towards Net Zero. (Chamber Low Carbon)</p> <p>Update on possible mini-forest and orchard, funding opportunity and where to install.</p>	Clerk to report on these items
19.	<p style="text-align: center;"><u>Parish Events</u></p> <p>Events Committee Reports and matters for decisions for May 2024</p> <p>Budget matters / Bookings / Progress</p>	
20.	<p style="text-align: center;"><u>To receive any items for a future agenda</u></p> <p><i>Suggestion for the June Agenda that The Shore is discussed after an independent assessment has been carried out.</i></p>	
21.	<p style="text-align: center;"><u>Date and time of the next meeting</u></p> <p>Monday 17 June at 7:00pm at the Memorial Hall</p>	

Louise Ash
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